

## Proposal Instruction Document – GRIN RFA 2011-3

The proposal should specify the justification, objectives, planned activities, methods, and partnership resources in sufficient detail to allow reviewers to assess the feasibility and potential success.

Proposals (Attachment 1 on the details tab) exceeding the four-page limit cannot be submitted.

Project applications must meet all requirements in Section D (Proposal application requirements) of the request for proposals to be considered. Proposals that do not meet all requirements will not be considered for funding.

### I. Overview

The overview section should include:

- **Project justification and expected benefits.** A summary of why the project needs to be done, and the benefits to be derived.
- **Relation to approved thesis or dissertation research.** A brief description of the student's approved thesis or dissertation research, and the proposal's link to that work. Proposals must be directly related to the student's approved research plan to be considered.
- **Objective, question, or hypothesis.** A brief description of the main purposes that will drive the proposed work.

The overview section is intended to provide peer reviewers and the Governing Board with evidence that the proposal includes important work that significantly enhances approved thesis or dissertation research.

### II. Methods

This section should describe procedures proposed for conducting the project in sufficient detail that an expert reviewer could understand and replicate the proposed work.

This section should resemble an abbreviated methods section typically found in research study plans or scientific peer-reviewed journal articles. At a minimum, methods should succinctly describe the following if applicable or appropriate:

- Study sites
- Variables proposed for measurement and the rationale for their selection
- Protocols for data collection
- Materials to be used to conduct the investigation
- Experimental design
- Sample design, including procedures for sub-sampling
- Tentative statistical analysis procedures including response variables, independent variables or covariates
- Data management, archival, protocols, access

If the proposal will use a standard methodology, e.g., Brown's fuel transects (Brown

1974), a reference is sufficient, otherwise please be specific.

### **III. Project Duration and Timeline**

Proposals will generally not be approved for longer than three years unless otherwise specified in the task statement. Proposals must clearly state how research activities, including the final report and deliverables, can be completed within the project term. Proposals should provide a proposed timeline for the project that identifies the significant milestones to be achieved. The Board expects investigators to outline realistic schedules in their proposals that include reasonable allowances for time likely to be lost to inclement weather and other problems.

Funding by agreements or other appropriate funding transfer documents is typically not available until mid summer or later following funding approval decisions by the Governing Board. Applicants should adjust project schedules accordingly.

### **IV. Deliverables and Science Delivery**

Investments in wildland fire science need to be accompanied by science interpretation and delivery as appropriate. Each proposal should include a description of how results and products will be effectively transferred to field managers and other end users, if appropriate. A combination of passive, e.g., published papers, CDs, websites, and active, e.g., field tours, workshops, and training sessions, methods are preferred. Students are encouraged to seek the assistance of the JFSP sponsored fire science consortia for further support in implementing science findings.

Proposals must provide specific details on deliverables that will be provided by the work, along with estimated delivery dates. Use the following deliverable types to complete the deliverables table in the proposal:

- Book or book chapter
- Masters thesis
- Ph.D. dissertation
- Refereed publication
- Non-refereed publication
- Conference/symposia/workshop
- Field demonstration/tour
- Invited paper/presentation
- Poster
- Training session
- Computer model/software/algorithm
- Dataset (including spatial)
- Website

Annual progress summaries are required and are due on September 30 of each year.

A final report must be posted on the final report tab in the JFSP database by the project end date in the JFSP records (on the details tab in the JFSP database). Final report guidance is posted at the JFSP web site ([www.firescience.gov](http://www.firescience.gov)).

It is expected that all final products will include an electronic version suitable for distribution, posting, etc. Descriptions in English units with metric equivalents in parentheses are required.

**V. Literature Cited**

List all citations in the proposal.